

Vermont GFOA
Conference Call
April 13, 2011

Present: Cheryl Lindberg, Bill Hall, Carolyn Gauthier, Lauren Morrissette, Jeff Mobus,
Barbara Kivlin, Shelley Quinn, and John O'Connor

Regrets: John Leisenring.

1. Call to Order and Review Agenda:

Cheryl Lindberg called the meeting to order at 1:35pm.

2. John O'Connor moved to approve the minutes of the March 16, 2011 meeting with minor typographical corrections. Barbara Kivlin seconded the motion that then passed unanimously.

3. Report of the Chair:

Cheryl Lindberg said that she had not attended the NES workshop due to weather concerns. Bill Hall and John Leisenring had attended. The Equinox has been approved to host the 2013 Annual Conference. Shelley Quinn said that she had also attended. She noted that the session on bankruptcy was fascinating and that there were good insights into towns in financial difficulty. Bill Hall said that performance measurement is becoming more significant. There is a town survey available for around \$1500 that would assist town management in determining what the citizens want and are willing to pay for.

Cheryl Lindberg brought up our Annual Meeting which will be held at the Symposium on June 21st at Capital Plaza. The options on when to have it are: during lunch, in a concurrent session, or after. Barbara Kivlin mentioned the possibility of beginning during lunch and adjourning to after the Symposium. Bill Hall said that we held our Annual Meeting after the Symposium and felt that it worked well. He feels that people like the lunch to socialize and network. Cheryl asked if our meeting could be added to the Symposium agenda so that attendees would be more aware of it. He said it could be. The consensus was to have the meeting after the Symposium.

4. Treasurer's Report:

Carolyn Gauthier presented the Treasurer's Report. The fund balance as of April 12, 2011 was \$7,250.04. Jeff Mobus moved to approve the Treasurer's Report. Bill Hall seconded the motion that then passed unanimously. Lauren Morrissette moved to authorize payment of the expenses related to the Spring Workshop in Saxtons River. The total was \$1,717.23. There was a loss of \$862.23 on the Workshop. Jeff Mobus seconded the motion that then passed unanimously.

5. Board Policies:

Cheryl Lindberg noted that we will need to replace at least 2 board members at our Annual Meeting as Amy Deutl was not re-elected and John Leisenring is retiring. She asked if we could announce the vacancies on the website. Bill Hall also

suggested that she could include that information in her announcement of the Annual Meeting.

The board continued discussion on the President Reimbursement policy that was tabled at our previous meeting. There was further discussion on the reimbursement possibilities, whether it be a stipend or a subsidy, and what will be included for possible reimbursement. Cheryl Lindberg asked about using it also to promote attendance when VTGFOA hosts the conference. Bill Hall felt that is a separate issue and that we might consider that at a different time, possibly using Fund Balance.

Cheryl noted that NESGFOA reimburses mileage and board, if the distance is at least 150 miles. Lauren Morrissette said that Cathy Jones had gone to a national meeting in California and that her town had assisted financially. It was noted that towns support our VTGFOA activities differently. Some provide mileage as well as conference fees. Some provide only time.

Barbara Kivlin suggested adding \$1000 to the budget to fund the policy. Cheryl Lindberg preferred that it cover specific items, such as the President to NESGFOA and mileage. John O'Connor said the President should be encouraged to participate. He felt that scholarships would be difficult to determine and that we should be working only on the President Reimbursement. Shelley Quinn agreed.

Lauren Morrissette suggested that a raffle could be used to raise revenue. Cheryl was concerned that it would be site specific. Barbara Kivlin suggested that we might be able to use the website to advertise the raffle.

Cheryl Lindberg asked Bill Hall about the expenses for the national GFOA conference. He answered that early registration was \$370, airfare was about \$425, and hotel/food was around \$500, so a total of about \$1,300. Registration for NESGFOA is usually around \$250. Shelley Quinn said that the money that we set aside could be used for either NESGFOA or the national event, but the President or someone designated by the President.

Bill Hall asked about the budgetary implications. There isn't \$1,000 extra in our budget. We could increase dues and workshop fees, though there was concern that those actions might cause reduced involvement/attendance. There was a consensus that \$1,000 was too much and that \$500 would be a good first step. Cheryl said that she would work on the wording in the policy to include the \$500 that would be used by the President, or President's Designee, to reimburse for registration, travel, and lodging for NESGFOA or GFOA events. The money isn't to be used for food, spouse expenses, or dues. Cheryl asked Carolyn to redraft the budget with this \$500 item.

6. Vermont Legislative Update:

John O'Connor said that they hadn't met. However, the focus is the State Auditor's proposal for increased municipal financial controls. In particular, they are looking at and discussing the Auditor's suggested Internal Control Checklist.

7. Other Reports/Items:

Lauren Morrisseau said that her daughter is not keeping the website updated. She said that she is willing to do it, but needs the Dreamweaver program to do it. She said that she has shopped around various sites and the cheapest option that she found was \$350. There was concern that if there are problems that support would not be available. The product is available for \$399 on Adobe's website. John O'Connor moved to authorize Lauren to purchase the Dreamweaver program directly from Adobe at \$399. Bill Hall seconded the motion that then passed unanimously. Cheryl Lindberg asked that we keep track of the program as an asset of VTGFOA.

Bill Hall said that he had gone over the reviews of the March workshop. Lisa Parker had received excellent comments. The location was nice, especially the food, though it might be a better location when the weather is better. Lisa Parker and the Inn both dealt well with the power outage.

The next VTGFOA meeting will be a conference call on May 11, 2011 at 1:30pm. The primary item on the agenda will be the budget as it will have to be prepared and available to our members for the Annual Meeting.

Bill Hall moved to adjourn. Shelley Quinn seconded the motion that then passed unanimously. The meeting ended at 2:40pm. No further action was taken.

Respectfully submitted,

Jeff Mobus
Secretary